



DEPARTMENT OF THE ARMY
HEADQUARTERS UNITED STATES ARMY FORCES COMMAND
1777 HARDEE AVENUE SW
FORT MCPHERSON GEORGIA 30330-1062

REPLY TO
ATTENTION OF

AFLG-PRO

18 Dec 98

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Contracting Information Letter (CIL) 99-08, Assuring
Year 2000 Compliance in Information Technology (IT) Contracts

1. Reference CIL 98-42, Procuring Guidance for Year 2000 (Y2K) Compliance, dated 10 Sep 98. As Y2K approaches, it is most important that the Army adhere to all current guidance, SAB. Please ensure the widest dissemination of the CIL 98-42 and this CIL to all acquisition professionals.

2. For additional information, please contact Ms. Hamm
hammi@forscom.army.mil or 404/464-5632.

A handwritten signature in black ink, appearing to read "Charles J. Guta", is positioned above the typed name.

CHARLES J. GUTA
Colonel, AC
Chief, Contracting Div, DCSLOG
Principal Assistant Responsible
for Contracting



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH DEVELOPMENT AND ACQUISITION
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

NOV 23 1998

18 NOV 1998

SARD-PP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Assuring Year 2000 Compliance in Information Technology (IT) Contracts

References:

- a. Memorandum, Headquarters Department of the Army, SARD-PP, October 21, 1997, subject as above (Enclosure 1).
- b. Memorandum, The Secretary of Defense, August 7, 1998, subject: Year 2000 Compliance (Enclosure 2).
- c. Memorandum, Office of the Secretary of the Army, SAIS-ZA, September 4, 1998, subject: Year 2000 Compliance (Enclosure 3).
- d. Memorandum, Headquarters Department of the Army, SARD-PP, September 14, 1998, subject: Year 2000 (Y2K) Compliance (Enclosure 4).
- e. Memorandum, Office of the Assistant Secretary of Defense, September 23, 1998, subject: Year 2000 (Y2K) Compliance – FY 1999 Reporting Requirements (Enclosure 5).
- f. Memorandum, The Under Secretary of Defense, October 22, 1998, subject: Year 2000 (Y2K) Compliance (Enclosure 6).

The Director of Defense Procurement continues to receive complaints from industry regarding Army activities' efforts to assure Year 2000 compliance. These complaints are in three categories:

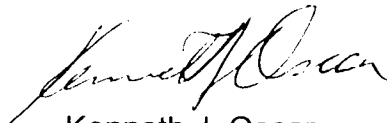
- a. Warranty clauses that are inconsistent with standard FAR warranty clauses at 52.246-19 and 52.246-20.
- b. Certification requirements, **which are prohibited unless they are statutorily based.**



c. Lengthy checklists used in acquiring IT systems even though there is no CDRL requiring such. The most recent complaint involved a 12-page checklist of detailed questions concerning the functionality of information technology systems and devices being acquired by Army activities. This checklist, designed by the Director for Information Systems for Command, Control, Communications & Computers, is to be used by Government employees for validating and testing mission critical systems and devices to ensure Y2K compliance. **Army activities must not ask contractors to fill out any such checklist unless the Statement of Work so specifies; or unless it is required under a Contract Data Requirements List (CDRL).**

It is imperative that **all** Army activities adhere to previously issued Army and OSD guidance in acquiring information technology systems that are Year 2000 compliant. Please ensure widest dissemination of the referenced guidance and reemphasize the importance of strict compliance.

I appreciate your management attention to this crucial issue, and solicit the total cooperation of all contracting personnel in your command in resolving Year 2000 computer problems in accordance with established policies and procedures. If you have questions regarding this issue, please direct them to Mrs. Esther Morse, e-mail: morsee@sarda.army.mil, telephone number 703-681-1040 (DSN 761-1040).



Kenneth J. Oscar
Deputy Assistant Secretary of the Army
(Procurement)

Enclosures

CF:
Director of Defense Procurement

DISTRIBUTION:
PRINCIPAL ASSISTANTS RESPONSIBLE FOR CONTRACTING
HQ, U.S. Army Materiel Command, ATTN: AMCRDA-AC (PARC), 5001 Eisenhower
Avenue, Alexandria, VA 22333-0001

DISTRIBUTION: (CONT)

U.S. Army Aviation and Missile Command, ATTN: AMSAM-AC, Redstone Arsenal,
AL 35898-5280

U.S. Army Chemical and Biological Defense Command, ATTN: AMSCB-PO,
Building E4455, Aberdeen Proving Ground, MD 21010-5423

U.S. Army Communications-Electronics Command, ATTN: AMSEL-AC,
Fort Monmouth, NJ 07703-5000

U.S. Army Industrial Operations Command, ATTN: AMSIO-AC, Rock Island,
IL 61299-6000

U.S. Army Soldier Systems Command, ATTN: AMSSC-AC, Kansas Street,
Natick, MA 01760-5011

U.S. Army Tank-automotive and Armaments Command, ATTN: AMSTA-AQ,
Warren, MI 48397-5000

U.S. Army Test and Evaluation Command, ATTN: AMSTE-PR, Aberdeen
Proving Ground, MD 21005-5055

U.S. Army Research Laboratory, ATTN: AMSRL-CS-PR, 2800 Powder Mill
Road, Adelphi, MD 20783-1197

Defense Supply Service - Washington, 5200 Army Pentagon, Washington,
DC 20310-5200

Headquarters Forces Command, ATTN: AFLG-PR, 1777 Hardee Avenue
S.W., Fort McPherson, GA 30330-1062

Third United States Army/U.S. Army Forces Central Command, 1301 Anderson
Way S.W., Fort McPherson, GA 30330-1096

U.S. Army Medical Command, ATTN: MCAA, 2706 Dunstan Road, Building
2002, Suite 38, Fort Sam Houston, TX 78234-6038

U.S. Army Intelligence & Security Command, ATTN: IAPC, Fort Belvoir,
VA 22060-5246

U.S. Army Medical Research and Materiel Command, ATTN: MCMR-AAZ-A,
820 Chandler Street, Fort Detrick, MD 21702-5014

U.S. Army Military District of Washington, Fort Lesley J. McNair, ATTN: ANPC,
103 Third Avenue, Fort Lesley J. McNair, DC 20319-5058

Military Traffic Management Command, ATTN: MTAQ, 5611 Columbia Pike,
Falls Church, VA 22041-5050

U.S. Army Space and Missile Defense Command, ATTN: SMDC-CM,
P.O. Box 1500, Huntsville, AL 35807-3801

U.S. Army Training and Doctrine Command, ATTN: ATBO-A, Fort Monroe,
VA 23651-5000

U.S. Army Contracting Command, Europe, ATTN: AEAPR-PA (PARC),
Unit 29331, APO AE 09266

Headquarters, Eighth United States Army, ATTN: FKAQ/EAAQ, Unit 15237,
APO AP 96205-0010



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH DEVELOPMENT AND ACQUISITION
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

21 OCT 1997

SARD-PP

MEMORANDUM FOR SEE DISTRIBUTION

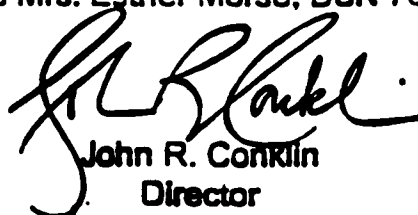
SUBJECT: Assuring Year 2000 Compliance in Information Technology (IT) Contracts

Because of the concerns expressed throughout Army about whether or not the Government has appropriate and effective remedies in place to ensure satisfactory functionality of information technology equipment between the 20th and 21st centuries, we have developed language which should be incorporated into future solicitations for new information technology contracts. Language is also provided to modify existing information technology supply and maintenance contracts as deemed appropriate.

In addition to the above cited language, the use of warranties is permitted and encouraged if they are used in accordance with FAR Subpart 46.7. This includes tailoring of appropriate clauses such as 52.246-19 and 52.246-20 to indicate that Year 2000 Compliance is warranted, and to state that the warranty period runs through a particular date (e.g., December 31, 2002). In addition to the remedies available under the Inspection and Acceptance clauses (i.e., rejection or pursuit of a latent defect claim), warranty clauses provide other remedies against contractors that furnish nonconforming information technology products or services. Warranties may be cost-effective for many mission-critical systems; and the warranty clause may have a defect-prevention effect that is far more valuable than any monetary recoveries that might ever be sought under such clauses.

Use of the solicitation language in conjunction with appropriate use of tailored warranty clauses should provide the flexibility and protection of Government's interests we need in procuring critical information technology products.

Point of contact for this action is Mrs. Esther Morse, DSN 761-1040, Commercial (703) 681-1040.



John R. Conklin
Director

Procurement and Industrial Base Policy

Enclosure



RECOMMENDED LANGUAGE FOR INCLUSION IN CONTRACTS FOR COMPUTER HARDWARE, SOFTWARE AND STEMWARE

For new contracts, the contracting office, when soliciting or awarding contracts for newly developed or commercial off-the-shelf products or systems consisting of hardware, software, firmware, middleware, or a combination thereof, shall use the following language, tailored as appropriate, in performance specifications, statements of work, or descriptions of tasks under task order contracts.

The contractor shall ensure products provided under this contract, to include hardware, software, firmware, and middleware, whether acting alone or combined as a system, are Year 2000 compliant as defined in FAR Part 39.

For existing IT supply and maintenance contracts, the Contracting Office, when modifying an existing supply or maintenance contract for hardware, software, firmware, middleware or combinations thereof which will continue in use beyond December 31, 1999, shall use the following language, tailored as appropriate, in performance specifications, statements of work, or descriptions of tasks under task order contracts.

The contractor shall accomplish and document modifications necessary to ensure products previously provided, or products to be provided or maintained in the future under this contract, to include hardware, software, firmware, and middleware, whether acting alone or combined as a system, shall be Year 2000 compliant as defined in FAR Part 39.



THE SECRETARY OF DEFENSE
1000 DEFENSE PENTAGON
WASHINGTON, DC 20301-1000

USA

7 AUG 1998



MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Year 2000 Compliance

The Department of Defense (DoD) is making insufficient progress in its efforts to solve its Y2K computer problem. To improve the accountability for corrective actions, I am directing the following activities in addition to those already underway in this area.

I have asked the Chairman of the Joint Chiefs of Staff to develop a Joint Y2K operational evaluation program and he will give me his plans by October 1, 1998. Starting with their next quarterly reports to me, each of the Unified Commanders-in-Chief will review the status of Y2K implementation within his command and the command of subordinate components. Additionally, starting with the September 1998 Senior Readiness Oversight Council (SROC), the SROC will report on the readiness implications of Y2K.

By September 15, 1998, the Commander-in-Chief of the U.S. Strategic Command, the Senior Civilian Official (SCO) of the Office of the Assistant Secretary of Defense (Command, Control, Communications and Intelligence) (OASD(C3I)), and the Joint Staff Director of Operations (J-3) will provide to me a detailed report on the Y2K compliance of the nuclear command and control system. This report will be briefed to the DoD Y2K Steering Committee in September.

By October 1, 1998, the Services and Defense Agencies will each report to me on every Acquisition Category (ACAT) I, ACAT IA, and ACAT II system within their purview. Each report will address Y2K compliance or areas of noncompliance of each respective system, to include all related logistics and support systems. Each report will be co-signed by each respective program manager and Program Executive Officer or system command



Encl 2

commander. This includes the Reserve and National Guard components. Reports will include corrective action plans for Y2K compliance.

The Military Departments, CINCs, and Defense Agencies will be responsible for ensuring that effective October 1, 1998:

(1) The list of mission-critical systems under his or her respective purview is accurately reported in the DoD Y2K database, with each change in mission-critical designation reported and explained within one month of the change to the OASD(C3I).

(2) Funds are not obligated for any mission-critical system that is listed in the Y2K database that lacks a complete set of formal interface agreements for Y2K compliance.

I (3) Funds are not obligated for any contract that is for information technology (IT) or national security system (NSS) that processes date-related information and that does not contain Y2K requirements specified in Section 39.106 of the Federal Acquisition Regulation.

(4) Funds are not obligated for any domain user in a Defense Information Systems Agency (DISA) megacenter if that domain user has failed to sign all associated explicit test agreements with DISA.

DISA will provide a report to the OASD(C3I) by October 15, 1998, listing all megacenter domain users who have failed to sign explicit test agreements with DISA by October 1, 1998. Based on OASD(C3I) recommendations, OUSD(Comptroller) (OUSD(C)) will place domain user funds on withhold.

The OUSD(C) will issue guidance to the Military Departments and Defense Agencies on the funding prohibitions described above before October 1, 1998. Program managers for IT or NSS with critical funding needs may seek a waiver from these funding prohibitions. The SCO of the OASD(C3I) may grant waivers to allow funding on a case-by-case basis.

We will take a hard look at progress in November and December. If we are still lagging behind, all further modification to software, except those needed for Y2K remediation, will be prohibited after January 1, 1999.

I ask for your personal, priority involvement as we address this critical national defense issue.

A handwritten signature in black ink, appearing to read "William L. [unclear]", with a stylized circular flourish at the end.



DEPARTMENT OF THE ARMY
OFFICE OF THE SECRETARY OF THE ARMY
107 ARMY PENTAGON
WASHINGTON DC 20310-0107

4 SEP 1998



Office, Director of Information
Systems for Command, Control,
Communications, & Computers

SAIS-ZA

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Year 2000 Compliance

Reference:

- a.. Secretary of Defense Memorandum, 7 August 1998, SAB (enclosure 3).
- b. Deputy Secretary of Defense Memorandum, 24 August 1998, subject: Year 2000 (Y2K) Verification of National Security Capabilities. (enclosure 4).

In the referenced memoranda, the Secretary and the Deputy Secretary of Defense direct a number of 1 October 1998 actions for Y2K activities. These actions were briefed to the Army Acquisition Community in a Y2K briefing presented at the Army Acquisition Conference by LTG William H. Campbell, 26-27 August 1998. The Y2K problem is a "critical national defense issue." The Army's ability to perform both its peacetime and wartime missions effectively, both within our Service and in conjunction with Joint and Combined forces, depends on our solving the Y2K issue expeditiously. In order to meet the requirements in the referenced memoranda, the following actions must be accomplished:

a. **ACAT Systems Verification.** System owners will verify, in coordination with their functional proponent at HQDA, the Y2K status of all Active Army, National Guard, and Army Reserve current and former ACAT I, IA, and II systems under their purview, using the format required by the draft template (enclosure 2). Reports should be submitted electronically, in an Excel spreadsheet. Note the requirement for PEO/PM/Commander signatures on the letter of certification to the Secretary of Defense (reference a). All ACAT I, IA, and II systems require a certification report (enclosure 1). For those with no digital components, indicate "Not Applicable...No IT Components." Your suspense is 15 September 1998 to OASA (RDA).

b. **System Interface Agreements.** The Army Y2K database shows that only 50% of the systems' interfaces have supporting interface agreements in place. All interface agreements for mission critical systems must be completed and entered into the database prior to the 1 October 1998 deadline in order to prevent the withholding of

funds as outlined in Reference a. Your suspense is 25 September 1998 to the Y2K Office (ODISC4).

c. **Y2K Database Scrub.** System owners (PEOs, PMs, DSAs, and Commanders), in coordination with their functional proponent at HQDA, must scrub their portion of the current HQDA Y2K database. Each system needs to be reviewed to validate its classification as "mission critical" or "other major" (non-mission critical). Assure that all current and former Active Army, National Guard, and Army Reserve Acquisition Category (ACAT) I, IA, and II systems with Information Technology (IT) (including embedded microprocessors) are in the database. Other ACAT III and IV systems, "transitional systems," and non-ACAT systems with IT should be included in the database if they are go-to-war systems. This updated database will be accessible on the Army Y2K homepage and will be available for use by CINCs and components to retrieve status information on systems they employ. Use the standard database template currently in effect. Your suspense is 25 September 1998 to the Y2K Office (ODISC4).

d. **Y2K FAR Contract Requirements.** The ASA (RDA) will ensure that all Army contracts for information technology (IT) or national security systems (NSS) that process date-related information have the Y2K requirements specified in Section 39.106 of the Federal Acquisition Regulation included by 1 October 1998. This will prevent the withholding of funds as outlined in the Secretary's memorandum. Each system owner must provide a list of all appropriate contracts including IT deliverables and verify that the contracts incorporate the FAR Y2K language. Your suspense is 25 September 1998 to OASA (RDA).

e. **DISA Megacenter Test Agreements.** Each Army megacenter domain user and DISA must sign a test agreement by 1 October 1998 as outlined in the Defense Secretary's memo. This will prevent the withholding of funds as outlined in the Secretary's memorandum. These test agreements will be part of the Army-DISA Megacenter Y2K MOA and will include specific MFRs for any waivers, e.g., retention of non-compliant domains. Your suspense is 25 September 1998 to ODISC4.

In support of the requirement for the Chairman of the Joint Chiefs of Staff to develop a Joint Y2K operational evaluation program (reference a), the Army will be a full partner in executing that program. We do not have details yet, but we expect Army commands will be tasked to participate in CINC led evaluations of systems that would be developed in Mobilization, Deployment, Employment, and Sustainment phases of a Joint Operation. Y2K evaluations of these phases will most likely be scheduled between February and August 1999. The DCSOPS and DISC4 are identifying the mission threads for go-to-war systems. The systems used to execute these threads must be evaluated in either the CINC led operational evaluations or separate events (e.g., at Army ranges)

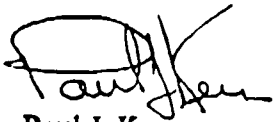
Individual PEOs, DSAs, and PMs will be contacted for support as the operational evaluation program following the receipt of Joint Staff guidance on 8 September 1998.

On 14 September 1998 the Army must brief the Senior Readiness Oversight Council (SROC) on the "implications of Y2K on weapons systems." A briefing is being prepared now for submission in an advance package to the DepSecDef for 9 September 1998. Support from PEO and AMC liaison officers in the Pentagon is crucial to ensure our status is accurately reported.

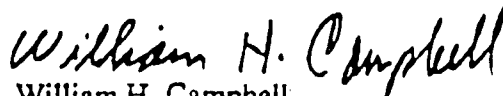
We have a parallel action underway for the functional evaluations that Dr. Hamre directed for logistics, personnel, medical, intelligence, and communications. (Reference b.) Individual PEOs, MACOMs and functional proponents will be contacted for support of these requirements, as they become better defined in early September 1998.

We both recognize that all of you have been working the Y2K issue for some time and considerable progress has already been made. We are now in the final critical stages of fixing our systems, certifying our systems, and demonstrating that our systems will work in an operational environment through the millennium. We must intensify our efforts in this critical stage to ensure our success. Your personal and priority attention to this critical issue is required to ensure success.

Note: While this memorandum requires action predominantly by material developers, those commands and agencies as Information Addressees below should execute the actions described above if they are the owners of systems in the HQDA Y2K database.



Paul J. Kern
Lieutenant General, GS
Military Deputy to the
Assistant Secretary of the
Army (Research, Development
and Acquisition)



William H. Campbell
Lieutenant General, GS
Director of Information Systems
for Command, Control,
Communications, and Computers

Enclosures

DISTRIBUTION:

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PROGRAM EXECUTIVE OFFICERS

AVIATION

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COMMAND, CONTROL, AND COMMUNICATIONS SYSTEMS

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TACTICAL WHEELED VEHICLES

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PROGRAM MANAGER

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CHEMICAL DEMILITARIZATION

JOINT TOTAL ASSET VISIBILITY

CF:

COMMANDER-IN-CHIEF,

U.S. ARMY EUROPE AND SEVENTH ARMY

COMMANDER,

EIGHTH U.S. ARMY

FORCES COMMAND

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U.S. ARMY RECRUITING COMMAND

ASSISTANT SECRETARY OF THE ARMY (CIVIL WORKS)

**ASSISTANT SECRETARY OF THE ARMY (INSTALLATIONS, LOGISTICS &
ENVIRONMENTS)**

ASSISTANT SECRETARY OF THE ARMY (MANPOWER & RESERVE AFFAIRS)



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
RESEARCH DEVELOPMENT AND ACQUISITION
103 ARMY PENTAGON
WASHINGTON DC 20310-0103

14 SEP 1998

SARD-PP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Year 2000 (Y2K) Compliance

References:

a. Memorandum, Headquarters, Department of the Army, ATTN: SARD-PP, subject: Assuring Year 2000 Compliance in Information Technology (IT) Contracts, October 21, 1997 (Enclosure 1).

b. Memorandum, Secretary of Defense, subject: Year 2000 Compliance, August 1, 1998 (Enclosure 2).

Joint Memorandum, SARDA Military Deputy and DISC4, subject: Year 2000 Compliance, September 4, 1998 (Enclosure 3).

Reference a provided guidance concerning remedies to ensure satisfactory functionality of information technology equipment between the 20th and 21st centuries. As we get closer to the turn of the century, we are re-emphasizing the importance of incorporating appropriate language in future solicitations for new information technology contracts as well as modifications to existing technology supply and maintenance contracts as deemed appropriate. You are reminded that warranty provisions may only be used if they are used in accordance with FAR Subpart 46.7.

The DOD Inspector General has established a partnership with the Chief Information Officer, DOD for the purpose of monitoring efforts to address the Year 2000 computing problem. It is imperative that all components identify critical computer systems that are not Y2K compliant and establish processes to resolve Year 2000 compliance issues. In reference b, the Secretary of Defense also expressed concern that DOD is making insufficient progress in its efforts to solve Y2K computer problems. Therefore, reporting requirements have been established to highlight readiness implications of Y2K.

Starting October 1, 1998, the Services and Defense Agencies are required to report to the Secretary of Defense on every Acquisition Category (ACAT) I, IA, and II



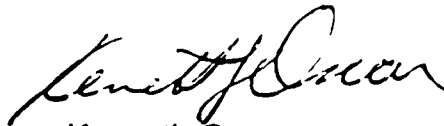
system within their purview. Each report will address Y2K compliance or areas of noncompliance of each respective system, to include all related logistics and support systems. Enclosure 3 provides the Army's support plan and the ACAT Systems Report Template. In addition to ensuring compliance with the regulatory requirements in FAR Subpart 39.106, which are designed to assist agencies in acquiring information technology products and systems that are Year 2000 compliant, the following actions and reporting requirements must be strictly implemented:

a. Effective October 1, 1998, contracting officers are not to sign any contractual instruments that obligate funds for any mission-critical systems listed in the Y2K database that lacks a complete set of formal interface agreements for Y2K compliance. Request access to the Y2K database from the following e-mail address: army-y2k@hqda.army.mil.

b. Effective immediately, contracting officers are not to sign any contractual instruments that obligate funds for any information technology or national security system requirements that process date-related information that does not contain Y2K requirements specified in FAR 39-106.

c. Begin at once reviewing any existing contracts, task or delivery orders, Blanket Ordering Agreements, or other contractual instruments for any requirement described in paragraph b above to ensure the information technology acquired will be Y2K compliant. Modify contractual instruments, if necessary, in order to ensure compliance. Please note that these actions must be accomplished by October 1, 1998.

Reports on the status of your efforts to accomplish the above actions must be provided to this office not later than September 21, 1998. My point of contact for this issue is Mrs. Esther Morse, DSN 761-1040 - Commercial 703-681-1040; e-mail morsee@sarda.army.mil.



Kenneth Oscar
Deputy Assistant Secretary of the Army
(Procurement)

Enclosures

DISTRIBUTION:

PRINCIPAL RESPONSIBLE FOR CONTRACTING

HQ, U.S. Army Materiel Command, ATTN: AMCRDA-AC (PARC), 5001 Eisenhower

ACAT SYSTEMS REPORT TEMPLATE

For each Active Army, National Guard, and Army Reserve current and former ACAT I, IA, and II system, provide the following information in an Excel spreadsheet:

- 1. System name**
- 2. System acronym**
- 3. Materiel developer**
- 4. Functional Proponent/System Manager**
- 5. System Status**
 - a. Compliant** – Certification documentation is completed and verified by the Army Y2K Office
 - b. Non-compliant** – (Expected completion date, current Y2K resolution phase, contingency plan written (yes or no, if no, when will the plan be written), milestones (actions, responsible offices, estimated completion dates) for completion. For each system that will not be compliant by 31 Dec 1998, provide a written narrative explaining when the system will be compliant and what actions are being taken to accelerate its completion.
- 6. Costs.** For non-compliant systems, provide the costs for FY 99, by appropriation, that are needed to fix the system
- 7. Additional Information.** Provide a narrative of any additional problems, circumstances, or issues that should be brought to the attention of Army leadership.

These excel spreadsheets will be attached to the certification memorandum through the Military Deputy to the ASA(RDA), ATTN: SARD-SI, for the Secretary of Defense IAW the requirement specified in Secretary of Defense memorandum dated 7 August 1998, (copy available at www.army.mil/army-y2k). The Program Manager and the PEO/Deputy for Systems Acquisition/Commander as appropriate will cosign this memorandum.



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE

6000 DEFENSE PENTAGON
WASHINGTON, DC 20301-6000

23 SEP 1998

...

COMMAND, CONTROL,
COMMUNICATIONS, AND
INTELLIGENCE

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES
CHIEF, NATIONAL GUARD BUREAU

SUBJECT: Year 2000 (Y2K) Compliance -FY 1999 Reporting Requirements

The Secretary's memorandum entitled "Year 2000 Compliance," dated August 7, 1998, directs several measures by specific dates to improve the accountability for Y2K compliance. To carry out the Secretary's requirements, the OSD staff developed an implementation plan that underscores the need for accurate mission critical information in the DoD Y2K database. Guidance for the Acquisition Category I, IA, II system reports will be provided separately, since this information will not be used in the determination of Y2K related FY 1999 funding withholdings.

The Military Departments, the Commanders-in-Chief, and the Defense Agencies are responsible for consistent, accurate and timely submission of Y2K information for the DoD Y2K database. In this regard, the data reporting requirements found in the ASD (C3I) memorandum, "Year 2000 Assessments," dated August 1, 1996, and the ASD (C3I) memorandum, "System Interfaces, Data Exchanges, and Defense Integration Support Tools," dated November 5, 1996, no longer apply. While my staff is available to assist you in your actions to insure the accuracy of the Y2K database, each Component is responsible for all actions necessary to eliminate redundancies and inaccuracies of system and subsystem reporting. Each Component must ensure adherence to my memorandum entitled "Year 2000 Database Reporting," dated June 19, 1998. The updated and corrected Y2K database as of October 1, 1998 will serve as the baseline for Y2K mission critical systems.

To further comply with the Secretary's direction, additional information is necessary to record and maintain the status of formal interface agreements for Y2K compliance. Each Component is responsible for determining that there is a complete set of interface agreements for all pertinent mission critical systems under its purview. Defense Information Systems Agency (DISA) will provide by September 25, 1998, to my Resource Management office a list of all megacenter domains



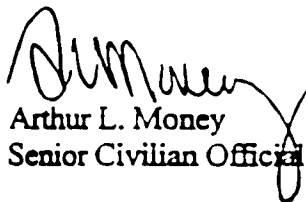
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and associated domain users who have failed to or are not planning to sign explicit test agreements with DISA by October 1, 1998. DISA will provide a copy of this list to each affected DoD Component. DISA will also provide the estimated resources provided by these domain users.

As part of the Department's upcoming apportionment process, the Office of the Under Secretary of Defense (Comptroller) will direct the Services and Defense Agencies that all funds for each mission critical system be withheld from obligation until the system meets the standards of the Secretary of Defense memorandum. On a case-by-case basis, I will consider granting waivers for individual systems that are necessary to ensure the performance of essential military functions, or that are based on safety considerations. Withheld funds will be released through the normal fund release process. My staff will hold period reviews on the status of Y2K withhold funds.

Prior to obligation of funds, the Military Departments, the Commanders-in-Chief, and the Defense Agencies are responsible for making sure that any contract that processes date-related information contains the Y2K requirements specified in Section 39.106 of the Federal Acquisition Regulation.

To assist you in these efforts, additional guidance documents are available on the C3I WEB page (www.dtic.mil/c3i/). For comments and questions, my point of contact is Ms Sally Brown, 703-602-0967, sally.brown@osd.pentagon.mil.


Arthur L. Money
Senior Civilian Official



ACQUISITION AND
TECHNOLOGY

THE UNDER SECRETARY OF DEFENSE
3010 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-3010



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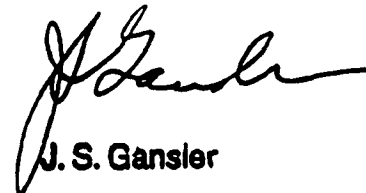
MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTORS OF THE DEFENSE AGENCIES

SUBJECT: Year 2000 (Y2K) Compliance

The Secretary of Defense memorandum dated August 7, 1998 and the Assistant Secretary of Defense, Command, Control, Communications and Intelligence memorandum dated September 23, 1998 address, in part, a prohibition on the obligation of funds for "information technology or national security systems" that are not Y2K compliant.

To assure compliance with the objectives of those memoranda, and to preclude the incorporation of non-Y2K compliant items into the Department's systems, the information technology definition exemptions at FAR 2.101 do not apply for the purposes of the two referenced memoranda. All contracts for national security systems and all contracts for items that will process date related information must include the Y2K requirements at FAR 39.106. Please contact Mr. R. N. Donatuti, PDUSD(A&T)DP/MPI by phone, (703) 695-1097, or e-mail donatuti@acq.usd.mil, if you have any questions.

Please disseminate this memorandum to your contracting activities as quickly as possible.


J. S. Gansler



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